

MINUTES

TRAVERSE CITY PLANNING COMMISSION

TUESDAY, November 4, 2014

7:30 P.M.

**Commission Chambers
Governmental Center, 2nd Floor
400 Boardman Avenue
Traverse City, Michigan 49684**

PRESENT: Vice-Chairperson Jody Bergman, Commissioners Michael Dow, Jeanine Easterday, Janet Fleshman, Cecil McNally, Chairperson John Serratelli, Bill Twietmeyer, Janice Warren and Tim Werner

ABSENT: None.

STAFF PRESENT: Russ Soyering, Planning Director; Missy Luick, Planning and Engineering Assistant

1. CALL MEETING TO ORDER- Chairperson Serratelli called the meeting to order at 7:30 p.m.

2. ROLL CALL

3. ANNOUNCEMENTS- Chairperson Serratelli made three announcements: 1) For those watching this meeting on TV, please remember to vote if you haven't already done so; 2) Commissioner McNally was thanked for his 11 years of service on the Planning Commission and his efforts as the chairperson of the waterfront planning process, "Your Bay Your Say" were highlighted; and 3) Russ Soyering was awarded the Planning Leadership Award at the Michigan Association of Planning annual conference in October.

4. APPROVAL OF MINUTES

October 7, 2014 Regular Meeting and October 21, 2014 Study Session minutes (Approval recommended)

Motion by Commissioner Easterday, second by Commissioner Twietmeyer, that the October 7, 2014 Regular Meeting and October 21, 2014 Study Session minutes be approved as presented.

Motion carried 9-0.

5. OLD BUSINESS

A. Planning Commission Bylaws Amendments (Approval recommended)

Mr. Soyering explained that the bylaws revisions were presented at our October 21, 2014 study session by the City Attorney and City Clerk. The revised version in the

meeting packet includes changes based on the Commission discussion from the last meeting.

Commission discussion included comments related to Section VI. G. that outlines procedures for ex parte contact.

Motion by Commissioner Warren, second by Commissioner McNally, that the Planning Commission Bylaws be amended as proposed in the October 22, 2014 revision.

Motion carried 8-1 (Commissioner Dow opposed.)

6. NEW BUSINESS

A. CIP Project Submission (Discussion)

Mr. Soyring explained that the CIP call for projects was just released to city staff and that the Planning Commission may choose to submit projects for inclusion in the CIP as well.

Commission discussion.

Commission consensus was to add the topic to the November study session to discuss possible project submission.

7. CORRESPONDENCE

A. Parking Regulation Committee membership/charge

Chairperson Serratelli summarized the Parking Regulation Committee charge.

Commission discussion.

Mr. Soyring addressed the Commission.

Commission discussion.

B. Code Enforcement quarterly report and Planning Department quarterly report

Mr. Soyring indicated that these quarterly reports were included in the packet for informational purposes. If there are questions on any of the information provided, please let the Planning Staff know and we will respond.

C. Clint Caughran letter

Mr. Soyring explained that this letter was included in the packet because it was addressed to the Planning Commission. The Housing and Building Committee are currently discussing accessory dwelling units.

D. Natural Resources Element summary and Uptown site plan

Mr. Soyring explained that because we are aware that there may be public comment regarding the Uptown development, staff included the document for informational purposes.

8. REPORTS

- A.** City Commission- Commissioners Easterday and Werner reported.
- B.** Board of Zoning Appeals- No meeting.
- C.** Grand Traverse Commons Joint Planning Commission- Commissioners Serratelli and Warren reported that they meet tomorrow and will be reviewing a draft zoning ordinance.
- D.** Planning Commission
 - 1. Housing Building Committee— No meeting.
 - 2. Active Transportation Committee—No meeting.
 - 3. Master Plan Review Committee—No meeting.
 - 4. Parking Regulation Committee- No meeting.
- E.** Planning Department—Mr. Soyring announced that a presentation regarding the Eighth Street road diet will take place on November 10 at 7:00 p.m. and will include an analysis by the project consultant. Mrs. Luick reported that the next public meeting for the Traverse City Public Pier project will be held November 19 at 7:00 p.m.
 - 1. Capital Improvement Program—No report.

9. PUBLIC COMMENT

- Commissioner Warren commented regarding meeting decorum and inappropriate and threatening comments made toward the Planning Commission at our last regular meeting. Chairperson Serratelli responded that the City Clerk addressed Commissioner Warren's comments at our previous study session and there is a procedure that the Chair should follow should meeting decorum be compromised.
- John Nelson, 4022 Incochee Commons, non-city resident, made comments regarding the Uptown Development and lack of city ordinances to protect the riparian edge of the river in the form of a vegetative buffer.
- Mike Wills, 110 Fairway Hills Dr. and developer of the Uptown Development made comments regarding the need for the tree removal along the river's edge as well as the efforts made as part of the project to remediate the contaminated soils.

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- John Lawson, non-city resident, city business owner, made comments regarding operating a kennel at their business on 8th Street. Currently kennels are not allowed in the D-2 Development District. Mr. Soyring addressed the Commission.
- Commissioner McNally thanked the Commission for making his many years of service a rewarding experience.
- Commissioner Easterday made comments regarding the lack of a tree protection ordinance in the City.

10. **ADJOURNMENT-** Meeting was adjourned at 8:30 p.m.

Respectfully submitted,

Date: December 2, 2014

Jan Warren ps
Jan Warren, Secretary